RELOCATION ASSISTANCE PROGRAM

Moving Made Easy

13th Annual Joint Services/Agency/ERC
National Relocation Conference

"Bridging the Gap"

Preparing for a successful move to Europe

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ARMY COMMUNITY SERVICE ACS Real-Life Solutions for Successful Army Living

US ARMY GARRISON VICENZA ITALY

What to know before you go!

Visa/Passport:

- Be sure that you follow instructions on visa requirements for your host country- consult Plan My Move for special installation requirements.
- Make sure you have a personal passport for leisure travel. No-fee passports are for official travel only.

Command Sponsorship:

- Obtaining command sponsorship for family members is of the utmost importance! Processing of the completed 5888 is required before Command Sponsorship will be authorized. Your current installation's EFMP Manager is the point of contact for assistance with DA FORM 5888. EFMP screenings are mandatory for all military dependents before a PCS move! With Command Sponsorship, spouse/family members are authorized official passport and visa.

Temporary Lodging:

- Make temporary lodging reservations at your new duty station as soon as you have orders.

Check-in Procedures: *Documents to Hand Carry*

- **DA 31 (Leave Form)**
- **Medical Records**
- **Dental Records**
- **Training Records**
- **Soldier Readiness Folder**
- **Shot Records (family)**
- **Official Passports including visa**
- **3 copies of PCS Orders and amendments**
- **CIF Clearance ocument**
- **Previous Duty Assignment Clearance Document**
- **Finance Folder (if issued)**
- **Household Goods/Hold Baggage Shipping Documents**
- **Enlistment/Re-Enlistment Bonus**

Housing/Household Goods/Mail

artcize your Household Goods & Personal Items:

- European homes and apartments tend to be smaller and with less storage space. Keep this in mind when you plan your move. Europe offers lots of shopping opportunities for furniture and household items.
- Go through household goods and discard old and obsolete items to lighten household load.
- Leave Major appliances behind; housing will provide European appliances which are smaller than American appliances.
- Organize your clothes into seasons-donate or sell clothes you never wear!
- Separate your personal and household goods by planning on what will go in your unaccompanied baggage, in your household goods shipment, and what you might need to go into permanent storage.

Housing:

- Contact local housing to see if you can get on the list for housing before you arrive.
- Check out Automated Housing Referral Network (AHRN) to get an idea of what is

Mail:

- Once you have orders, get a mailbox from your new duty station so you can begin forwarding your mail, bills, etc.

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Vehicles/Driving

Your Vehicles:

- Check with local installation on the cost of owning a second vehicle.
- 2nd car usually must pay for shipping, additional local road tax.
- Cars are more expensive to maintain and operate in Europe.
- Consider buying locally from either departing Americans (Check on local website market places) or used car lots on/off post.
- When buying a used vehicle, make sure that your car seat will fit in the seats properly.

Driving:

- Update your Stateside driver's license before you leave.
- Get an international driver's license from AAA.
- Consult Plan My Move for local driver's test information to study and read ahead; find out what day/s driver's testing takes place.

Children & Pets

Children:

- Update shot records & hand carry those records.
- Contact school liaison at gaining unit to register your kids in school and ensure they count your child in their numbers.
- Notify school of impending departure
- Get information on sporting, cultural activities to get kids excited at their new home.
- Start learning the language of your new home: numbers, words and geography.

Pets:

- See PMM on special requirements for bringing pets to your new country
- Contact vet clinic for suggestions
- Check with State dept on pet restrictions
- Check with airlines for pet travel

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Questions